

ENVIRONMENTAL SERVANT LEADERSHIP TEAM

AGENDA – July 1-2, 2008

July 1

- 1:00 – 1:15 Welcome – Sponsors
- Revisit Mission/Vision
 - Revisit Servant Leadership philosophy
 - Revisit Core Value of Respect for each other and precious time in meetings together
- 1:15 – 1:30 Meeting Ground Rules – Carla and Team
- Review list of ground rules and finalize
- 1:30 – 2:30 Group Norms/Roles
- Report out from EPG-DEC meeting – Thor Anderson – 20 min.
 - Report out from DEC morning meeting – Rick Haddow – 20 min.
 - How do these forums link into the ESLT? – 10 min.
 - Team Leader, Timekeeper, Facilitator Roles – 5 min.
 - Year-long Schedule – 5 min.
 - Attendance expected
- 2:30 – 2:45 Break
- 2:45 – 3:15 Issue Resolution Ladder – Sponsors
- Explain draft Issue Resolution ladder
 - Articulate how it is used
 - Review issue resolution form if an issue is escalated
- 3:15 – 4:15 Decision Model – Sponsors
- Explain sponsor selection of model
 - Articulate its meaning
 - MSLT as example: How it Works
- 4:15 – 4:45 Goal Setting/Evaluation Process – John Harper
- Show example of MSLT goals and evaluation (PEP) process
 - Distribution of Potential Goals for reflection on priorities for the morning
- 4:45 – 5:00 Summary of Day One; Quick Meeting Process Check

July 2

- 8:00 – 8:15 Goal Setting/Evaluation Process (cont'd) – John Harper
- Discussion and questions
- 8:15 – 8:45 Determination of ESLT Goals - Team
- Next meeting begin to use PEP rating form
- 8:45 – 9:30 Action Team Reports – 20 minutes each – Successes, Priorities, Open Issues
- Communications
 - Core Duties/Roles

9:30 – 9:45	Break
9:45 – 10:45	Action Team Reports – 20 minutes each - Cont'd <ul style="list-style-type: none"> - Maintenance Clearances & Processes - Mitigation Measures - Work Order System
10:45 – 11:45	Round Table Discussion – 5 minutes or less, or pass <ul style="list-style-type: none"> - Round Robin until time is gone
11:45 – noon	Meeting Summary – Carla <ul style="list-style-type: none"> - Clarify Next Steps/Next Agenda Items - Review Parking Lot for Accuracy - Distribute Evaluations